

DEPARTMENT OF ALCOHOL AND DRUG PROGRAMS

Amendment of Section 9100, Title 9, California Code of Regulations (CCR)

CONFLICT OF INTEREST CODE

Text of Proposed Regulatory Changes

§ 9100. General Provisions.

The Political Reform Act, (Section 81000 et seq. of the Government Code), requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (Section 18730, Title 2, California Code of Regulations) which contains the terms of a standard Conflict of Interest Code, which can be incorporated by reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. Therefore, the terms of Section 18730, Title 2, California Code of Regulations and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the Conflict of Interest Code of the Department of Alcohol and Drug Programs.

Designated employees shall file statements of economic interests with the Department of Alcohol and Drug Programs (the Department). The Department shall make the statements available for public inspection and reproduction (Government Code Section 81008). Upon receipt of the statement of the Director, the Department shall make and retain a copy and forward the original of this statement to the Fair Political Practices Commission. Statements for all other designated employees will be retained by the Department.

Note: Authority cited: Sections 87300 and 87306, Government Code; and Section 11755, Health and Safety Code. Reference: Sections 87300-87302 and 87306, Government Code.

APPENDIX A

<u>Designated Employees</u>	<u>Disclosure Categories</u>
Director	1
Chief Deputy Director	1
All Exempt Positions	1
Career Executive Assignment (CEA) (All Levels)	1
Consultant ¹	1
Chief Counsel, CEA III	<u>1</u>
Staff Counsel	1
Staff Counsel III (Specialist)	1
Supervising Governmental Auditor II	2, 3, 6
Supervising Governmental Auditor I	2, 3, 6
General Auditor III	2, 3, 6
General Auditor II	2, 3, 6
Auditor I	2, 3, 6
Health Program Manager I	<u>2, 3, 6</u>
Staff Services Manager I, II, III	2, 3, 4, 6
Training Officer	5
Business Services Officer	4
Accounting Administrator	2, 4, 6
Research Manager	2, 6
Research Program Specialist I, II	2, 6
Data Processing Manager I, II	4, 6
Senior Information Systems Analyst (Spec.)	4, 6
Senior Information Systems Analyst (Sup.)	4, 6
Staff Information Systems Analyst (Spec.)	4, 6
Senior Programmer Analyst (Spec.)	4, 6
Systems Software Specialist I	4, 6

¹With respect to consultants, the Director may determine in writing that a particular consultant, although a “designated person,” is hired to perform a range of duties that is limited in scope, and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Director’s determination is a matter of public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

Appendix B

Disclosure Categories.

Category 1

A designated employee in Category 1 shall report interests in real property, investments, business positions, and sources of income, including gifts, loans, and travel payments.

Category 2

A designated employee in Category 2 shall disclose investments and business positions in any business entity and income, including gifts, loans, and travel payments, from any source which offers consulting, rehabilitative, or educational services concerning the prevention, treatment, or rehabilitation of persons suffering from alcohol-related problems or drug abuse.

Category 3

A designated employee in Category 3 shall disclose investments and business positions in any business entity and any income, including gifts, loans, and travel payments, from a source which was issued a license, permit, or certificate from, or otherwise regulated by, a board, committee, council, or division of the Department where the designated employee holds his/her position.

Category 4

A designated employee in Category 4 shall disclose investments and business positions in any business entity and income, including gifts, loans, and travel payments, from any source which provides services, supplies, materials, machinery or equipment of the type utilized by the Department.

Category 5

A designated employee in Category 5 shall disclose investments and business positions in any business entity and income, including gifts, loans, and travel payments, from any source which provides services, supplies, materials, machinery or equipment of the type utilized by the designated employee's division.

Category 6

A designated employee in Category 6 shall disclose investments and business positions in any business entity and income, including gifts, loans, and travel payments, from any source which contracted with, or received grants or other monies from, a board, committee, council or division of the Department where the designated employee holds his/her position.